ODP 8-732
2 7 APR 1978

MEMORANDUM FOR: Director of Communications

25X1A FROM   : [   ]
                            Director of Data Processing

SUBJECT   : Information Handling Systems Oversight
                    in CIA

REFERENCE   : Your note dtd 24 March 78 on Draft IHC Charter
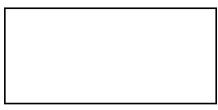

Bill:

1.   I have looked over the referenced charter and asked for comments from several of my staff members. My staff's reaction was very negative but I do not think they are in a position to see the same problem that we do. I believe there is a real problem here and some sort of oversight mechanism is needed.

2.   Aside from Functions 5, 6, and 7, I do not like the charter. I think it is unrealistic to expect a committee at this level to do many of the things you have listed. Furthermore, if it did some of these things, it would get in my hair. In my judgment, the purpose of the committee should be to:

   Review and monitor implementation of plans and programs of Agency components in the area of information handling. The goal is to ensure that such activities are examined, coordinated, planned and implemented in an Agency-wide context.

3.   I also think we should be clear regarding what "information handling" encompasses. We need a definition, such as: "Information handling includes but is not limited to telecommunications, data processing, document storage and retrieval, word processing, office automation, minicomputers, microcomputers, telecommunications terminals, data terminals, video terminals, analyst work stations, graphic display stations, computer output microfilm, computer input microfilm, and other computer and communications input/output devices."

4. To some extent, this idea overlaps our attempts to establish a focal point for Agency-wide ADP planning. In that area--my position is that planning cannot be done effectively by a part time committee. There needs to be continuing staff support. I think this would also be the case with the committee you are proposing. I would recommend that a permanent staff group be established somewhere and given responsibility for staff support of the Agency Information Handling Committee. Since I believe that [   ],25X1A as the DDA Assistant for Information, should be involved in this Committee, perhaps he could act as Executive Secretary and provide the necessary ongoing staff support.

5. I am also concerned as to the relationship this committee would have with the Information Handling Committee of the Intelligence Community. I believe this relationship should be clearly identified in the charter.

6. I am willing to join you in discussing this matter with Jack Blake. I suggest that we try to get some agreement on the need for and purpose of the committee before we try to flesh out a charter in any detail.

25X1A

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